

**MINUTES
YANCEYVILLE TOWN COUNCIL
April 7th, 2015
7:00 PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on April 7th, 2015 at 7:00 PM.

Council members present: Alvin Foster, Mayor Pro-Tem, Brian Massey, Odessa Gwynn, and Keith Tatum.

Staff: Brian Collie, Town Manager, & Lee Farmer, Town Attorney.

Item 1: Call To Order

Mayor Pro-Tem Alvin Foster called the meeting to order at 7:00 PM. Meeting opened with silent prayer. He asked all to stand for the pledge of allegiance. The Mayor-Pro Tem also reviewed the statement of Rules and Procedures.

Item 2: Review and Adoption of Agenda – Mayor Pro-Tem & Council

After review Mrs. Odessa Gwynn made a motion to approve the agenda. The motion was seconded by Mr. Brian Massey and passed with a unanimous vote.

Item 3: Consent Agenda

Mayor Pro-Tem Foster asked Council to review the minutes from March 3rd, 2015. After review Mr. Massey made a motion to adopt as presented. The motion was seconded by Mr. Tatum and passed with a unanimous vote.

Item 4: Public Comment

There were no public comments at this time.

Item 5: Bartlett Yancey FFA Chapter Request- Mayor Pro-Tem

Mayor Pro-Tem Foster presented a summary of the FFA water request from last month's meeting. He said that the Public Works Department had determined that the water line going to the structure located at 1087 Main Street could easily be separated so that the FFA's Community Garden located at the same address could receive water from an outdoor hydrant but not the structure.

Mayor Pro-Tem Foster then presented and read an inter-local agreement between the Town and the Caswell County School Board drafted by Attorney Farmer. The approval of the agreement would grant the FFA Community Garden free water for the purpose of providing a community service.

After review Mr. Massey made a motion to approve the inter-local agreement as presented. The motion was seconded by Mr. Tatum. Mrs. Gwynn asked had the work been done that separated the water line from the structure. Mayor Pro-Tem Foster stated that it had been done because they were waiting on the Town's approval. The motion then passed with a unanimous vote.

Item 6: Adoption of FY 2015-2016 Budget Calendar

Manager Collie presented the proposed 2015-2016 fiscal year Budget Calendar to Council. The dates proposed by Manager Collie were as follows:

- April 9th, 6:00 p.m. – Budget Workshop (Basics, outline priorities, etc.)
- April 16th, 6:00 p.m. – Budget Workshop (General Fund Review)
- April 23rd, 6:00 p.m. – Budget Workshop (Enterprise Fund Review)
- April 30th – Budget Workshop (optional)
- May 5th Council Meeting – Budget is announced to the public (final/minor adjustments can be made)
- June 2nd Council Meeting – Public Hearing, Budget Presentation, Council adoption

After review Mrs. Odessa Gwynn made a motion to except the FY 2015-2016 Budget Calendar as presented. The motion was seconded by Mr. Massey and passed with a unanimous vote.

Item 7: Solar Ordinance Draft- Discussion

Manager Collie presented a draft of solar facility regulations approved by the Yanceyville Planning Board on January 21st, 2015. After review Mr. Massey said potential car accidents in and/or around solar facilities concerned him because a representative from a solar company had stated that it could not be shut-off. He recommended including some type of guard rail requirement for solar facilities. Manager Collie stated that type of requirement could be looked at on a case by case basis because the location of some solar facilities may not need guard rails. Attorney Farmer confirmed.

Manager Collie recommended to send the draft back to the Planning Board in order to let them talk about and discuss the issues and concerns

brought up at the Town's recent "solar workshop" that was held after the Planning Board's current recommendation. Mayor Pro-Tem Foster agreed with Manager Collie's recommendation. Mrs. Gwynn then talked about potential consumer benefits and her thoughts towards solar farms. Each Council member then agreed to Manager Collie's recommendation to send the draft back to the Planning Board for further review.

Item 8: Multi-Use Path Project

a. Approval of NCDENR Financial Responsibility/Ownership Form

Manager Collie presented a Financial Responsibility/Ownership form from NC Department of Environmental & Natural Resources for the Town's Multi-Use Path project. Manager Collie stated the form was required under the Sedimentation Pollution Control Act in projects disturbing over 1 acre of land. Manager Collie said that an erosion & sedimentation control plan had already been submitted and that NCDENR requires Council to approve this form before the project construction began.

After review Mr. Massey made a motion to approve the Financial Responsibility/Ownership form from NC Department of Environmental & Natural Resources for the Town's Multi-Use Path project. The motion was seconded by Mr. Tatum and passed with a unanimous vote.

Item 9: Town Manager Report

Manager Collie updated Council and citizens on the below topics:

- First Fridays- May 1st
- Office Rental
 - o Yanceyville Municipal Building vacant office space has been rented to Creative Directions INC starting on April 1st. Attached is a write-up of what services and activities the nonprofit community support program they will offer.
 - o Ariel Community Care, LLC which is a local mental health agency has contacted me in need of office space. They would like to rent a portion of the Town's previous Municipal Building located at 200 East Church St. I have attached a write-up of what services they offer the community as well as a floor plan of the building showing how we could easily divide into 2 sections and accommodate their needs.
- Solar Facility Special Use Permit Application has been received.
- Town Manager Performance Evaluation
- Emergency Water Line Project- North School water meter placement and capabilities

- Dillard School morning traffic issues and concerns
- Extension of the Town's ornamental street lights (attached is a copy of Historical Society's letter of agreement)
- The Town is too dark at night- safety concerns
- Sign Ordinance concerns. (sign ordinance is attached for your review)
- NCDOT- permission to contact concerning overabundance of trash on Hwy roadsides within Town.
- Wi-Fi update
- Code Enforcement update for houses located at 247 & 259 W. Church St., owned by Jerry Totten
- Town entrance signs- needed improvement
- Fire Department funding agreement issue
- CDBG Sewer Grant application completed and submitted March 31st
- Yanceyville's Museum of Art rehabilitation procedures
- Attached you will find the Town's Financial Statements for February 2015.

After Manager Collie's report Council all agreed to conduct Mr. Collie's one (1) year performance evaluation on April 9th after the scheduled budget workshop. Council also agreed and instructed Manager Collie to write a letter to Mike Mills with the NCDOT outlying the traffic concerns at the intersection of Hatchett Rd. and Hwy 158. Mr. Massey made a motion to accept Manager Collie's proposal to install six (6) new street lamps around the Yanceyville Fire Department. The motion was seconded by Mayor Pro-Tem Foster and passed with a unanimous vote.

Mayor Pro-Tem Foster then asked Manager Collie to include review of the Town's sign ordinance on the next agenda. Manager Collie agreed. Mrs. Gwynn stated she felt that since Mr. Jerry Totten did not comply with Council's requirements under his extension that the Town needed to send him a letter, and Council agreed. Mayor Pro-Tem Foster stated he felt that it would be cleaner to just bring the funds over from fund balance and into the Fire Department Reserve Fund that weren't properly allocated during the fiscal year 2015-2016 budget process. Council agreed.

Item 10: Closed Session- Attorney/Client Discussion

After final discussion from the Town Manager's report Mayor Pro-Tem Foster asked for a motion to go into closed session for attorney/client discussion. Mrs. Gwynn made a motion to go into closed session. The motion was seconded by Mr. Massey and passed with a unanimous vote.

After Council returned from closed session Mrs. Gwynn made a motion to go out of closed session. The motion was seconded by Mr. Tatum and passed with a unanimous vote.

Item 11: Informal Discussion/Public Comment

Ms. Ruby Graves addressed Council to let them know that the two (2) demolitions the Town performed looked very good. She then said that she agrees with Manager Collie's statements about the abundance of trash along the roads throughout Town.

Mr. Albert Tardy addressed Council stating that the trash can be cleaned up but that it doesn't get rid of the problem. He indicated that the Town may need to look into different methods of enforcement.

Mrs. Gwynn addressed the audience stating that the Town's First Friday events start in May and she encouraged citizens to come out and invite friends.

Item 12: Adjournment

After no further discussion Mrs. Gwynn made a motion to adjourn. Mr. Tatum seconded the motion which passed with a unanimous vote.

Brian Collie, Town Manager/Clerk, prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting. A detailed account of this meeting is available for review on tape at the Yanceyville Municipal Services Building.

Respectively Submitted:

Alvin Foster, Mayor Pro Tem

Brian Collie, Town Clerk